

File No. 314

(Reprint of File No. 9)

House Bill No. 5045  
As Amended by House  
Amendment Schedule "A"

Approved by the Legislative Commissioner  
April 2, 1998

AN ACT PROVIDING FOR THE ELECTRONIC TRANSMISSION  
OF PURCHASE ORDERS.

Be it enacted by the Senate and House of  
Representatives in General Assembly convened:

1 Section 1. Section 4-98 of the general  
2 statutes is repealed and the following is  
3 substituted in lieu thereof:  
4 (a) Except for such emergency purchases as  
5 are made by a budgeted agency under regulations  
6 promulgated by the Commissioner of Administrative  
7 Services, no budgeted agency nor any agent thereof  
8 shall incur any obligation, by order, contract or  
9 otherwise, except by the issue of a purchase order  
10 and commitment transmitted by the budgeted agency  
11 or its agents to the commissioner and the  
12 Comptroller, provided the amount to be charged  
13 against the appropriation for a budgeted agency in  
14 any year for a purchase order and commitment for a  
15 current expenditure shall be the amount  
16 anticipated to be spent in such year. The amount  
17 to be charged against the appropriation for any  
18 budgeted agency in any year for a capital  
19 expenditure, including an instalment purchase,  
20 shall be the state's total cost for such capital  
21 expenditure unless otherwise authorized by the

22 General Assembly or approved by the Finance  
23 Advisory Committee. Upon the receipt of any such  
24 purchase order and commitment, the Comptroller  
25 shall immediately charge the same to the specific  
26 appropriation of the budgeted agency issuing the  
27 same and certify on the face of the purchase order  
28 that the purchase is approved and recorded, if the  
29 proposed commitment is within the applicable  
30 specific appropriation and the budgeted agency has  
31 unencumbered funds sufficient to defray such  
32 expenditure. The Comptroller shall promptly  
33 transmit such certified purchase order to the  
34 vendor named therein. [Any purchase order, except  
35 an emergency purchase order herein provided for,  
36 issued to a vendor without the certificate of the  
37 Comptroller stamped thereon shall be void.]

38 (b) Notwithstanding the provisions of  
39 subsection (a), the Comptroller may delegate to a  
40 budgeted agency the certification and transmission  
41 requirements of this section and authorize a  
42 budgeted agency to retain the [original] AGENCY  
43 COPY OF THE purchase order and commitment,  
44 provided said agency transmits the information  
45 contained in such purchase order and commitment to  
46 the Comptroller. Such delegation and authorization  
47 shall be made in accordance with procedures which  
48 the Comptroller shall establish in regulations  
49 adopted in accordance with the provisions of  
50 chapter 54.

51 (c) NOTWITHSTANDING THE PROVISIONS OF  
52 SUBSECTION (a), THE COMPTROLLER MAY DELEGATE TO  
53 ANY BUDGETED AGENCY THE CERTIFICATION AND  
54 TRANSMISSION OF PURCHASE ORDERS USING ELECTRONIC  
55 METHODS, PROVIDED SUCH AGENCY TRANSMITS THE  
56 INFORMATION CONTAINED IN SUCH ORDER AND COMMITMENT  
57 TO THE COMPTROLLER.

58 [(c)] (d) Notwithstanding the provisions of  
59 subsection (a), the Comptroller may allow budgeted  
60 agencies to use purchasing cards for purchases of  
61 one thousand dollars or less. No budgeted agency,  
62 or any official, employee or agent of a budgeted  
63 agency, shall incur any obligation using such a  
64 card, except in accordance with procedures  
65 established by the Comptroller.

66 Sec. 2. This act shall take effect July 1,  
67 1998.

\* \* \* \* \*

"THE FOLLOWING FISCAL IMPACT STATEMENT AND BILL ANALYSIS ARE PREPARED FOR THE BENEFIT OF MEMBERS OF THE GENERAL ASSEMBLY, SOLELY FOR PURPOSES OF INFORMATION, SUMMARIZATION AND EXPLANATION AND DO NOT REPRESENT THE INTENT OF THE GENERAL ASSEMBLY OR EITHER HOUSE THEREOF FOR ANY PURPOSE."

\* \* \* \* \*

**FISCAL IMPACT STATEMENT - BILL NUMBER HB 5045**

STATE IMPACT	None, see explanation below
MUNICIPAL IMPACT	None
STATE AGENCY(S)	State Comptroller, Department of Administrative Services

**EXPLANATION OF ESTIMATES:**

STATE IMPACT: The bill, which revises the statutes regarding purchase orders to reflect new electronic procurement methods, has no budgetary impact on state agencies. The electronic processing of purchase orders has the potential to result in administrative efficiencies and could expedite purchases.

House Amendment A" makes the bill effective on July 1, 1998 rather than upon passage and has no fiscal impact.

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**OLR AMENDED BILL ANALYSIS**

HB 5045 (as amended by House "A")\*

**AN ACT PROVIDING FOR THE ELECTRONIC TRANSMISSION OF PURCHASE ORDERS**

**SUMMARY:** This bill allows the comptroller to authorize an agency to verify and certify electronically that its budget includes appropriated funds to cover an expenditure and to transmit its purchase orders to vendors that way. If it does so, the agency must also forward the information in the purchase order and the commitment documents to the comptroller.

Currently, an agency that has authority delegated by the comptroller sends its purchase orders to vendors in other ways. An agency that has no delegated authority sends original purchase orders and commitments to the comptroller for certification. Then, the comptroller forwards orders to the vendors.

The bill eliminates the requirement for the comptroller's certification stamp on nonemergency purchase orders. The stamp is not currently required for emergency orders.

\*House Amendment "A" makes the bill effective on July 1, 1998 rather than upon passage.

EFFECTIVE DATE: July 1, 1998

**COMMITTEE ACTION**

Government Administration and Elections Committee

Joint Favorable Report  
Yea 16      Nay 0